

Minutes of the Veneta City Council

May 23, 2005

Council
Present: Mayor T. J. Brooker, Darrell Carman, Thomas Cotter and Marion Esty

Absent: Fred Miller

Others: Ric Ingham, City Administrator; Sheryl Hackett, City Recorder; Margaret Boutell, Community Services Director; Earle Ellson, Veneta Park Board; Sgt. Byron Trapp, Lane County Sheriff's Department; Jenny Ramsey, Lane Arts Council; Deacon Matthews; Leslie Scott & Steve Wisnousky, Oregon Country Fair; Lee Larson; and Jeneca Jones, West Lane News

Mayor Brooker called the City Council to order at 7:01 p.m.

1. PUBLIC COMMENT:

Deacon Matthews; 87661 Trek Drive; Veneta, OR

Mr. Matthews said he owns the building at 24952 W. Broadway which was previously used as a church. He said he wants to develop the property for a pizza parlor and in talking with staff he has learned that they will need to pay SDC charges for the change in use. He said he would like to make a presentation to the Council at their next meeting to show them what a great addition the improvements would be to W. Broadway. He said the project would be a boost for downtown development and he would like the Council to consider reducing or waiving SDC's.

Mayor Brooker said he felt a presentation at this time would not be appropriate. He asked Mr. Matthews to discuss the requirements with staff. City Administrator Ric Ingham said Mr. Matthews has asked staff about reducing or waiving SDC's but that is a decision the Council would need to make.

Mayor Brooker asked Mr. Matthews to get more information about what the actual charges would be and then to make a specific request in writing. He said the request should first be presented to staff. He asked staff to review the information and make a recommendation to the Council, after reviewing the information.

2. CONSENT AGENDA

MOTION: Thomas Cotter made a motion to approve the consent agenda as presented. Marion Esty seconded the motion.

Vote: Marion Esty, aye; Thomas Cotter, aye; Mayor Brooker, aye; and Darrell Carman, aye.

The consent agenda as approved included bills paid and payable for April/May 2005, annual Liquor License renewals, and the Civic Calendar for June 2005.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

- (1) Report on law enforcement activities - Sergeant Byron Trapp
Sgt. Trapp presented the monthly statistic reports. At the request of the Council he checked into why the numbers were reduced on one report and found out that only the calls for service that ended in case numbers were being reported. He asked for the report to be amended and to be reprinted for the period from January 2005 through April 2005. Mayor Brooker said the Council only needs the reports for April and May but would like the full report submitted for the City records.

Sgt. Trapp said Parole and Probation would like to share office space with the deputies beginning July 1, 2005. He said having Parole & Probation share office space should have little impact of city staff. He said the Parole & Probation Officer will try to identify one day a week for office visits with clients, the rest of the time he would be doing home visits. Sgt. Trapp has prepared an amendment to page 2, paragraph "h" of the new law enforcement contract to include Parole and Probation under the county umbrella. Before the City signs the contract, he will have it reviewed by the county. The changes would not affect the dollar amount of the contract or the services hours provided.

Sgt. Trapp said their breathalyzer machine had problems and was picked up by Oregon State Police, the agency that manages the machines. Due to budget cuts, breathalyzer machines in outlying cities were put on a matrix system under the condition that when they could no longer be maintained with a telephone link they would be removed. Sgt. Trapp said he hopes to convince OSP to have the machine in Veneta returned. Without the machine, deputies will be required to spend more time outside the contract area by taking violators to Lane County to be processed and released. If he is unsuccessful in getting the machine returned, he will be working on a plan to reduce the amount of time Veneta deputies have to spend outside the City. One alternative may be to use traffic team deputies to transport violators to Eugene.

The Council agreed it will be a big loss if the machine is not returned and feel it is important to take whatever action they can to have it replaced.

In response to a question, Sgt. Trapp explained the difference between burglaries and thefts. Burglary I is the unlawful entry of a building or RV that has overnight accommodations, Burglary II is unlawful entry of a non-residential building, and theft is taking property not from a building.

Sgt. Trapp said the deputies are now issuing citations for some of the new violations that were written into the municipal code. He anticipates those citations will increase.

Sgt. Trapp said they have already entered into their annual contract to

provide security for the Oregon Country Fair.

- (2) Request from Lane Arts Council for \$1,000.00 to support the local summer arts program

Jenny Ramsey, Project Coordinator for the Explorers Club, thanked the Council for their generous support of the Summer Arts Program in the past. She provided the Council with a summary of what activities the program provided last summer and a schedule of activities planned for this summer. She asked the Council to provide support again this year in the amount of \$1,000.

MOTION: Marion Esty made a motion to provide support for the Summer Arts Program in the amount of \$1,000 from the discretionary fund. Thomas Cotter seconded the motion.

Discussion: In response to a question, Ric said the funds would come from the discretionary fund from the 2004-05 budget year.

Vote: The motion passed with a unanimous vote of 4-0.

Park Board Chairman Earle Ellson thanked the Council for supporting the Summer Arts Program.

- (3) Memorial Day Veteran's Tree Planting

Earle Ellson said the new Park Board has had little time to organize a tree planting and instead they will put a yellow ribbon on the Oak tree on the corner of Territorial and Hunter Road to show support and welcome back the troops. Earle said he feels they need to have something that encompasses all veterans and they may try to plan something for Veteran's Day.

b. COUNCIL/COMMITTEE LIAISONS

Marion Esty - The East Veneta CAC held a successful open house. Region 2050 will be holding an open house in Veneta on June 9, 2005. The Applegate Theatre has become part of the Community Partnership and they look forward to having more participation. Darrell Carman said the theater group is planning a fundraiser at the West Lane Center next month.

Thomas Cotter said the Veneta Business Expo was not very well attended but the people that did attend had a good time. He said he feels the City should do whatever it can to help support local businesses. He said the Fern Ridge clean-up was held on Saturday. A ceremony was held following the clean up and Ric did a good job of giving recognition to the Corp for their efforts to get the reservoir repairs done in one year.

4. STAFF REPORTS

b. CITY ADMINISTRATOR

(3) Oregon Country Fair License Agreement

To accommodate members of the audience, Mayor Brooker asked the Council to discuss agenda item 4.b.(3).

Ric said the agreement has been pending for some time and they would like to get it resolved. Acting City Attorney Gary Ackley has reviewed the agreement and everyone feels it accurately reflects the intent of the original purchase and sale agreement. They felt because of the past confusion over what access the agreement is for, naming the road "Line Drive" would be a good idea.

MOTION: Thomas Cotter made a motion to approve the license agreement. Marion Esty seconded the motion.

Discussion: In response to a question from Mayor Brooker, Ric said use of the road is still limited to a twenty day period, this year they will use the road from June 30th through July 19th. Each year they will be required to give the City 60 days notice prior to use of the road.

Vote: The motion passed with a vote of 4-0.

a. COMMUNITY SERVICES DIRECTOR

(1) Acceptance of Tracts A, B, and C for Trinity Terrace Subdivision

Sheryl Hackett explained that tracts of land for detention ponds and open space are not specifically required by the Veneta Land Division Ordinance to be dedicated or recorded on plats; therefore, the City Council needs to accept those types of dedications before final plats can be signed.

MOTION: Thomas Cotter made a motion to approve acceptance of Tracts A, B, and C for Trinity Terrace Subdivision. Darrell Carman seconded the motion which passed with a vote of 4-0.

(2) Wastewater Fee Hardship Discount

Margaret said the City has been working with the Low Income Energy Assistance Program (LIEAP) in offering a reduced sewer rate of \$31.50 for low-income users. When the Council passed the resolution offering reduced rates, they asked for a review of the program at the end of the fiscal year to see if the program should be continued. Margaret said the partnership with LIEAP has been working well but the City has not had as many requests as anticipated. Originally they anticipated having 90 to 106 participants but only 29 have signed up. Because the program just started in November, and because the number of people who have qualified has been low, staff recommends continuing the program to November 2005 and not requiring participants to reapply at this time. She said that will allow staff to better

coordinate with LIEAP which does it's re-application process in November of each year.

MOTION: Thomas Cotter made a motion to approve staff's request to extend the wastewater fee hardship discount program. Marion Esty seconded the motion.

Discussion: In response to a question, Margaret said people can submit their first application at any time during the year but need to reapply annually.

Vote: The motion passed with a unanimous vote of 4-0.

(3) Water Shut-Off Policy

Margaret said it has become apparent that a large number of delinquent accounts each month are customers who have made a habit of waiting until they get a door hanger and then calling to make special arrangements. Both the public works staff and office staff spend a lot of time each month with the same customers and the current fees associated with delinquent accounts does not cover the staff time involved. Staff has suggest raising the shut off fees to help cover the cost of staff time and to discourage abuse of the City's policy.

The Council felt the City should be recovering their costs and it is appropriate to raise fees; however, they didn't want to implement anything until they have a fee resolution in place and a policy on how to implement it. They also wanted to make sure citizens are made aware of the policy change before it takes affect.

MOTION: Thomas Cotter made a motion to direct staff to prepare a new water shut-off policy and bring it back to the Council for approval. Marion Esty seconded the motion which passed with a vote of 4-0.

Ric said they will begin by adding a note to the door hangers. Darrell Carman asked that staff be sure to let people with low incomes know about the reduced rate program. Ric said the June meetings are very busy and that staff may wait until July to bring it back to the Council for review and have it ready to implement in August.

b. CITY ADMINISTRATOR

(1) Approval of an agreement between Lane County and the City of Veneta for law enforcement services for Fiscal Year 2005-2006

Ric said he before signing the contract he would like to give Sgt. Trapp the opportunity to talk to the county about the proposed language change in section "h" for Parole and Probation.

MOTION: Thomas Cotter made a motion to tentatively approve the law enforcement contract subject to Lane County approving the amended language. Marion Esty seconded the motion.

Discussion: In response to a question from Thomas Cotter, Mayor Brooker said both Veneta and Creswell's budget committees have tentatively approved increasing their sergeant position from 1/3 to 1/2 time but the proposal is subject County approval.

Lee Larson; 25016 W. Broadway; Veneta, OR said a lot of smaller cities around the state maintain their own police departments. Some departments use reserve deputies that work without pay. He asked the Council to look at the feasibility for the City having its own police department. Currently the City does not have coverage during the time a lot of crimes occur.

Mayor Brooker said the Council is very aware the City's law enforcement coverage does not meet all of their needs and they are planning to do a study to see how they can provide better service. He said they have discussed some steps they can take in the short term. He asked Mr. Larson to provide the Council with any research information he comes up with.

Mr. Larson said it's hard to get people involved in the Neighborhood Watch program because of the leadership. He said there is a younger group of people moving into Veneta and if they get involved in a program they want to feel like they are making a difference.

Ric said the budget committee had some good discussions about funding a prevention coordinator that could assist the volunteer crime prevention programs.

Vote: The vote passed with a vote of 4-0.

VOTE: Motion passed 4-0.

- (2) **Resolution 897** - A RESOLUTION IN SUPPORT OF AN APPLICATION TO THE STATE TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM LOCAL GOVERNMENT GRANTS FOR A TRANSPORTATION SYSTEM UPDATE.

Ric said the grant will help the City develop a downtown plan. Denise Walters prepared the application and would like the Resolution to show the City's support.

MOTION: Thomas Cotter made a motion to approve Resolution 897 to support the application for a TGM grant for a

transportation system update. Marion Esty seconded the motion.

Discussion: In response to a question, Ric said LCOG is doing the grant work. The City will have a 12% match which can be in-kind match for Ric, Margaret, and the City planner.

Vote: The motion passed with a vote of 4-0.

- (3) Oregon Country Fair License Agreement
This item was discussed earlier on the agenda to accommodate members of the audience.
- (4) Social Gaming Policy Discussion
City Attorney John Wolf is drafting a social gaming ordinance for several other cities. If the Council wants to adopt a social gaming ordinance, some policies need to be adopted as well; such as, what type of games should be allowed, what type of application or permit should be allowed, what types of fees and renewals would be required, and what type of enforcement and penalty should be imposed for violations.

Thomas Cotter said he would like to hear from the local businesses and the public before asking staff to draft an ordinance. Darrell Carman said he feels gambling is bad for society and there are more important things the City needs to spend its resources on. In response to a question, Ric said the City has notified a business to cease conducting illegal activity because the City has not adopted an ordinance that allows them to have social gaming. After considerable discussion, the Council said they wanted to hold a public comment session before directing staff to prepare a draft ordinance.

Mayor Brooker asked Jeneca to put a notice in the West Lane News that the Council will hold a public comment period on Social Gaming at their June 13, 2005 meeting.

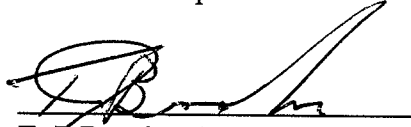
5. OTHER

- a. Margaret Boutell reminded the Council that there will be a site visit for Coven lot 9 at 6:00 p.m. on Thursday, May 26, 2005 with the Council and Planning Commission and a joint public hearing with the City Council and Planning Commission will be held on June 6, 2005 at 7:00 p.m. to consider Mr. Coven's request for a wetland variance.
- b. Margaret announced the East Veneta Citizens Advisory Committee will be holding an open house at Veneta City Hall on Tuesday, May 31, 2005 from 4:30 p.m. to 7:00 p.m.
- c. Ric reminded the Council that he is planning a Council Work Session for 6:00 p.m. on June 27, 2005 to discuss Urban Renewal. At that same meeting, Samantha Haschert will be presenting the design standards she did for her masters project.

- d. In response to a question from Mayor Brooker, Ric said the ad for a finance officer has been published. The position closes on June 10, 2005. Interviews were done for the planner position and Margaret is currently checking references.
- e. Darrell Carman said he attended former Councilor Red Blek's funeral on Thursday. He agreed to draft a letter of condolence for the Council to sign.

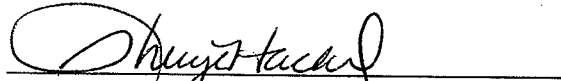
6. **ADJOURN**

Mayor Brooker adjourned the Veneta City Council at 9:48 p.m.



T. J. Brooker, Mayor

ATTEST:



Sheryl Hackett, City Recorder
(minutes prepared by SL Hackett)